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Executive Board of the United Nations Entity for Gender Equality and the Empowerment of Women

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Second regular session of 2012
28-30 November 2012
Item 2 of the provisional agenda
Organizational matters

Annotated provisional agenda and workplan

Note by the Executive Board secretariat

Provisional agenda

1. Opening of the session.
2. Organizational matters.
3. Regional architecture.
4. Financial, budgetary and administrative matters.
5. Evaluation and audit matters.
6. Special briefing.
7. Other matters.
8. Adoption of decisions.
9. Closing of the session.

* Reissued for technical reasons on 2 November 2012.

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Annotations

Item 1
Opening of the session

The President of the Executive Board and the Under-Secretary-General/Executive Director of the United Nations Entity for Gender Equality and the Empowerment of Women (UN-Women) will deliver their opening statements.

Item 2
Organizational matters

A new Vice-President, representing the group of Eastern European States, will be elected to the Bureau of the Executive Board.

The Executive Board will adopt the agenda for the second regular session of 2012 (UNW/2012/L.4) and agree on the workplan for the session as presented by the Secretary of the Board. The Board may also wish to approve the report on its annual session of 2012, held from 29 May to 1 June (UNW/2012/9).

The Executive Board will adopt the provisional agenda and tentative workplan for the first regular session of 2013, to be held from 23 to 24 January 2013, and discuss the draft annual workplan for 2013, in preparation for its adoption at the first regular session of 2013.

Documentation

Annotated provisional agenda and workplan (UNW/2012/L.4)

Report of the annual session of 2012 (UNW/2012/9)

Provisional agenda and tentative workplan for the first regular session of 2013

Draft annual workplan for 2013

Item 3
Regional architecture

The Executive Board, in paragraph 7 of its decision 2012/4 requested the Under-Secretary-General/Executive Director of UN-Women to submit a report on the overall administrative, functional and budgetary implications of the regional architecture, including an implementation plan, with the view to taking a final decision at its second regular session of 2012. The report (UNW/2012/10) was prepared in consultation with the Board, following the initial presentation of the regional architecture to the Board at its annual session of 2012 (UNW/2012/5).

The report of the Advisory Committee on Administrative and Budgetary Questions on the overall administrative, functional and budgetary implications and implementation plan of the regional architecture, the progress report towards a harmonized cost-recovery policy, and the proposed approach for calculating the operational reserve, along with the related management response of UN-Women, will be considered by the Executive Board under agenda items 3 and 4.

Documentation

Report of the Under-Secretary-General/Executive Director on the regional architecture: administrative, budgetary and financial implications and implementation plan (UNW/2012/10)

Report of the Advisory Committee on Administrative and Budgetary Questions on the overall administrative, functional and budgetary implications and implementation plan of the regional architecture, the progress report towards a harmonized cost-recovery policy, and the proposed approach for calculating the operational reserve (UNW/2012/11)

Related management response to the report of the Advisory Committee on Administrative and Budgetary Questions

Item 4
Financial, administrative and budgetary matters

In paragraph 12 of its decision 2011/5, the Executive Board requested the Under-Secretary-General/Executive Director to submit, for the consideration of the Board, proposals for the principles, criteria and procedures that should guide the use of cost-recovery income, taking into account the harmonized cost-recovery policies and methodologies used by the United Nations Children's Fund, the United Nations Development Programme and the United Nations Population Fund. The report (UNW/2012/13) presents an update on the progress made by UN-Women and those United Nations funds and programmes towards achieving a harmonized cost-recovery policy.

In accordance with financial regulation 19.2 (a), UN-Women will propose to the Executive Board an approach for calculation of an operational reserve. The Board may wish to review and approve the proposed methodology for calculation of the operational reserve and the establishment of a reserve for field office accommodation (UNW/2012/14).

The report of the Advisory Committee on Administrative and Budgetary Questions on the overall administrative, functional and budgetary implications and implementation plan of the regional architecture, the progress report towards a harmonized cost-recovery policy, and the proposed approach for calculating the operational reserve, along with the related management response of UN-Women, will be considered by the Executive Board under agenda items 3 and 4.

Documentation

Financial report and audited financial statements for the year ended 31 December 2011 and Report of the Board of Auditors: United Nations Entity for Gender Equality and the Empowerment of Women (A/67/5/Add.13)

Progress report towards a harmonized cost-recovery policy (UNW/2012/13)

Proposed approach for calculating the operational reserve for the United Nations Entity for Gender Equality and the Empowerment of Women (UNW/2012/14)

Report of the Advisory Committee on Administrative and Budgetary Questions on the overall administrative, functional and budgetary implications and implementation plan of the regional architecture, the progress report towards a

harmonized cost-recovery policy, and the proposed approach for calculating the operational reserve (UNW/2012/11)

Report of the Advisory Committee on Administrative and Budgetary Questions

Related management response to the report of the Advisory Committee on Administrative and Budgetary Questions

Item 5
Evaluation and audit matters

The Executive Board, pursuant to paragraph 2 of its decision 2012/5, requested the Under-Secretary-General/Executive Director to submit an evaluation policy for the consideration of the Board at its second regular session of 2012. The evaluation policy outlined in the report will ensure an independent evaluation function, which will be able to produce credible assessments of UN-Women performance and results in pursuit of gender equality and the empowerment of women.

Documentation

Evaluation policy of the United Nations Entity for Gender Equality and the Empowerment of Women (UNW/2012/12)

Report on internal audit and investigation activities for the period 1 July 2010 to 31 December 2011 (UNW/2012/15)

Item 6
Special briefing

UN-Women will hold two briefings. The first briefing, by the International Labour Organization and UN-Women, will be on global employment trends for women. The second briefing will be an update on the activities of the Fund for Gender Equality.

Item 7
Other matters

The Executive Board will consider the reports on the joint field visits of the Executive Board of the United Nations Development Programme/the United Nations Population Fund/the United Nations Office for Project Services and the Executive Boards of the United Nations Children's Fund, UN-Women and the World Food Programme to Djibouti and to Ethiopia.

The Executive Board may wish to discuss and take action on any other issue that may arise.

Documentation

Report of the joint field visit of the Executive Board of the United Nations Development Programme/the United Nations Population Fund/the United Nations Office for Project Services and the Executive Boards of the United Nations Children's Fund, UN-Women and the World Food Programme to Djibouti, 18 to 22 March 2012

Report of the joint field visit of the Executive Board of the United Nations Development Programme/the United Nations Population Fund/the United Nations Office for Project Services and the Executive Boards of the United Nations Children's Fund, UN-Women and the World Food Programme to Ethiopia, 22 to 31 March 2012

Item 8
Adoption of decisions

The Executive Board will adopt any pending draft decisions.

Item 9
Closing of the session

The President will address the Board, followed by a closing statement from the Under-Secretary-General/Executive Director.

Tentative workplan

Date	*Time*	*Item*	*Subject*
Wednesday, 28 November	10-11.30 a.m.	1	Opening of the session • Statement by the President of the Executive Board • Statement by the Under-Secretary-General/Executive Director
		2	Organizational matters • Election of a Vice-President to the Bureau of the Executive Board • Adoption of the provisional annotated agenda and workplan for the second regular session of 2012 (UNW/2012/L.4) • Adoption of the report on the annual session of 2012 (UNW/2012/9)
	11.30 a.m.-1 p.m.	3	Regional architecture • Regional architecture: administrative, budgetary and financial implications and implementation plan (report of the Under-Secretary-General/ Executive Director) (UNW/2012/10) • Report of the Advisory Committee on Administrative and Budgetary Questions on the overall administrative, functional and budgetary implications and implementation plan of the regional architecture, the progress report towards a harmonized cost-recovery policy, and the proposed approach for calculating the operational reserve (UNW/2012/11) • Related management response to the report of the Advisory Committee on Administrative and Budgetary Questions
	1.15-2.45 p.m.		Informal briefing on the visit of the President of the Executive Board to Guatemala and Haiti

Date	*Time*	*Item*	*Subject*
	3-5 p.m.	3	Regional architecture (continued)
	5-6 p.m.		*Informal consultations on draft decisions*
Thursday, 29 November	10 a.m.-1 p.m.	4	Financial, budgetary and administrative matters • Progress report towards a harmonized cost-recovery policy (UNW/2012/13) • Report of the Advisory Committee on Administrative and Budgetary Questions on the overall administrative, functional and budgetary implications and implementation plan of the regional architecture, the progress report towards a harmonized cost-recovery policy, and the proposed approach for calculating the operational reserve (UNW/2012/11) • Related management response to the report of the Advisory Committee on Administrative and Budgetary Questions
	1.15-2.45 p.m.		Informal briefing on the financial report and audited financial statements for the year ended 31 December 2011 and report of the Board of Auditors: United Nations Entity for Gender Equality and the Empowerment of Women (A/67/5/Add.13)
	3-4 p.m.	4	Financial, budgetary and administrative matters (continued) • Proposed approach for calculating the operational reserve for the United Nations Entity for Gender Equality and the Empowerment of Women (UNW/2012/14) • Report of the Advisory Committee on Administrative and Budgetary Questions on the overall administrative, functional and budgetary implications and implementation plan of the regional architecture, the progress report towards a harmonized cost-recovery policy, and the proposed approach for calculating the operational reserve (UNW/2012/11) • Related management response to the report of the Advisory Committee on Administrative and Budgetary Questions
	4-5 p.m.	6	Special briefing • Global employment trends for women (briefing by the International Labour Organization and UN-Women)
	5-6 p.m.		*Informal consultations on draft decisions*
Friday, 30 November	10 a.m.-noon	5	Evaluation and audit matters • Evaluation policy of the United Entity for Gender Equality and the Empowerment of Women (UNW/2012/12) • Report on internal audit and investigation activities for the period 1 July 2010 to 31 December 2011 (UNW/2012/15)

Date	*Time*	*Item*	*Subject*
	Noon-1 p.m.	6	Special briefing • Update on the activities of the Fund for Gender Equality
	1.30-2.30 p.m.		***Informal consultations on draft decisions***
	3-4 p.m.	7	Other matters • Report of the joint field visit of the Executive Board of the United Nations Development Programme/the United Nations Population Fund/the United Nations Office for Project Services and the Executive Boards of the United Nations Children's Fund, UN-Women and the World Food Programme to Djibouti, 18 to 22 March 2012 • Report of the joint field visit of the Executive Board of the United Nations Development Programme/the United Nations Population Fund/the United Nations Office for Project Services and the Executive Boards of the United Nations Children's Fund, UN-Women and the World Food Programme to Ethiopia, 22 to 31 March 2012
		8	Adoption of decisions
	4-5 p.m.	2	Organizational matters • Adoption of the provisional agenda and tentative workplan for the first regular session of 2013 • Discussion of the draft annual workplan for 2013
	5-6 p.m.	9	Closing of the session • Statement by the President of the Executive Board • Statement by the Under-Secretary-General/ Executive Director